

## RECORD OF PROCEEDINGS

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### MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE COLUMBIA METROPOLITAN DISTRICT HELD JULY 29, 2020

A Special Meeting of the Board of Directors of the Columbia Metropolitan District (referred to hereafter as the "Board") was convened on Wednesday, the 29<sup>th</sup> day of July, 2020, at 6:30 P.M. Due to concerns regarding the spread of the Coronavirus (COVID-19) and the benefits to the control of the spread of the virus by limiting in-person contact, the District Board meeting was held and properly noticed to be held via telephone conference. The meeting was open to the public.

#### ATTENDANCE

#### Directors In Attendance Were:

Robert Haddad, Jr.  
Carla D. Ladd  
Marion Ladd

#### Also In Attendance Were:

David Solin; Special District Management Services, Inc. ("SDMS")  
  
Chris Marquis; JBK Landscape, LLC ("JBK") (for a portion)

#### DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

Disclosure of Potential Conflicts of Interest: The Board discussed the requirements pursuant to the Colorado Revised Statutes to disclose any potential conflicts of interest or potential breaches of fiduciary duty to the Board of Directors and to the Secretary of State.

Mr. Solin noted that a quorum was present and requested that the Directors consider whether they had any new conflicts of interest which had not been previously disclosed. Mr. Solin noted for the record that Director Haddad is the Vice President of the Hills at Piney Creek Homeowners Association. Mr. Solin also noted for the record that there were no additional disclosures and incorporated for the record those applicable disclosures made by the Board members prior to this meeting and in accordance with statute.

#### ADMINISTRATIVE MATTERS

Agenda: Mr. Solin distributed for the Board's review and approval a proposed Agenda for the District's Special Meeting.

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Following discussion, upon motion duly made by Director C. Ladd, seconded by Director Haddad and, upon vote, unanimously carried, the Agenda was approved, as amended.

**Confirm Location of Meeting and Posting of Meeting Notices:** The Board entered into a discussion regarding the requirements of Section 32-1-903(1), C.R.S., concerning the location of the District's Board meeting. It was noted that due to concerns regarding the spread of the COVID-19 and the benefits to the control of the spread of the virus by limiting in-person contact, the District Board meeting was held and properly noticed to be held via telephone conference, without any individuals (neither District representatives nor the general public) attending in person. The Board further noted that notice providing the conference bridge information was duly posted and that they have not received any objections or any requests that the means of hosting the meeting be changed by taxpaying electors within the District's boundaries.

**Minutes:** The Board reviewed Minutes of the November 18, 2019 Regular Meeting and June 11, 2020 Work Session.

Following discussion, upon motion duly made by Director M. Ladd, seconded by Director Haddad and, upon vote, unanimously carried, the Minutes of the November 18, 2019 Regular Meeting and June 11, 2020 Work Session were approved, as presented.

**Board Vacancies:** The Board entered into discussion regarding vacancies on the Board of Directors. It was noted that there were no interested eligible candidates at this time.

**May 5, 2020 Election:** Mr. Solin reviewed the results of the May 5, 2020 election with the Board. It was noted that Marion L. Ladd was re-elected to a 3-year term.

**Appointment of Officers:** The Board entered into discussion regarding the appointment of officers.

Following discussion, upon motion duly made by Director C. Ladd, seconded by Director Haddad and, upon vote, unanimously carried, the following slate of officers were appointed:

President:	Robert Haddad, Jr.
Vice President	Carla D. Ladd
Secretary/Treasurer	Marion L. Ladd

**2020 SDA Conference:** The Board considered sending Board members to the 2020 SDA conference on September 23, 24, and 25.

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Following discussion, upon motion duly made by Director Haddad, seconded by Director C. Ladd and, upon vote, unanimously carried, the Board authorized all interested Board Members to attend the conference.

### PUBLIC COMMENTS

There were no public comments at this time.

### MAINTENANCE MATTERS & IMPROVEMENTS

**Landscape Maintenance Update:** Mr. Marquis and the Board discussed the District Landscape Maintenance Update.

#### **Lighting Plan:**

*Winter Watering:* Following discussion, upon motion duly made by Director C. Ladd, seconded by Director M. Ladd and, upon vote, unanimously carried, the Board ratified approval of a one-time occurrence of winter watering.

*Annual Color Selection:* Following discussion, upon motion duly made by Director C. Ladd, seconded by Director M. Ladd and, upon vote, unanimously carried, the Board ratified approval of the Annual Color selection.

*Architectural Lighting in the Medians:* Mr. Solin updated the Board on possible architectural lighting in the medians. He noted that he is still waiting to hear back from the City of Centennial's Director of Public Works to determine feasibility of lighting of the medians and what the next steps are.

*Median at Orchard Road and South Telluride Street:* Mr. Solin updated the Board on possible conveyance of the median to the District. He noted that he is still waiting to hear back from the City of Centennial's Director of Public Works to determine feasibility and what the next steps are.

**Landscape Site Visit:** Mr. Marquis and the Board discussed the District landscape site visit.

*Plant Replacement and Additional Items:* Mr. Marquis discussed with the Board plant replacements and additional items.

### FINANCIAL MATTERS

**Claims:** The Board reviewed the payment of claims through the periods ending as follows:

Fund	Period Ending Nov. 8, 2019	Period Ending Dec. 30, 2019	Period Ending Jan. 10, 2020	Period Ending Feb. 10, 2020
General	\$ 9,204.60	\$ 16,868.34	\$ 4,549.73	\$ 3,371.50
<b>Total Claims</b>	<b>\$ 9,204.60</b>	<b>\$ 16,868.34</b>	<b>\$ 4,549.73</b>	<b>\$ 3,371.50</b>

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Fund	Period Ending Mar. 12 2020	Period Ending Apr. 13, 2020	Period Ending May 11, 2020	Period Ending June 15, 2020
General	\$ 7,545.65	\$ 5,135.08	\$ 4,074.88	\$ 20,249.03
<b>Total Claims</b>	<b>\$ 7,545.65</b>	<b>\$ 5,135.08</b>	<b>\$ 4,074.88</b>	<b>\$ 20,249.03</b>

Following review, upon motion duly made by Director Haddad, seconded by Director C. Ladd and, upon vote, unanimously carried, the Board ratified approval of the payment of claims as presented.

The Board then reviewed the payment of claims through the period ending July 7, 2020, totaling \$2,066.70.

Following review, upon motion duly made by Director Haddad, seconded by Director C. Ladd and, upon vote, unanimously carried, the Board approved the payment of claims, as presented.

**Unaudited Financial Statements:** The Board discussed the unaudited financial statements and balance sheet, dated June 30, 2020.

Following discussion, upon motion duly made by Director M. Ladd, seconded by Director C. Ladd and, upon vote, unanimously carried, the Board accepted the unaudited financial statements and balance sheet, dated June 30, 2020.

**Application for Exemption from 2019 Audit:** The Board reviewed the 2019 Application for Exemption from Audit.

Following review and discussion, upon motion duly made by Director Haddad, seconded by Director M. Ladd and, upon vote, unanimously carried, the Board ratified approval of the preparation, execution and filing of the Application for Exemption from Audit for 2019.

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**LEGAL MATTERS**

There were no legal matters for discussion at this time.

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**OTHER BUSINESS MATTERS**

There were no other business matters for discussion at this time.

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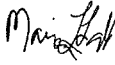
**ADJOURNMENT**

There being no further business to come before the Board at this time, upon motion duly made by Director C. Ladd, seconded by Director M. Ladd and, upon vote, unanimously carried, the meeting was adjourned.

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Respectfully submitted,

By   
Secretary for the Meeting